

**CITIZENS ADVISORY COMMITTEE (CAC)**  
**SAN MATEO COUNTY TRANSPORTATION AUTHORITY (TA)**  
1250 San Carlos Avenue, San Carlos CA 94070  
Bacciocco Auditorium, 2<sup>nd</sup> Floor

**MINUTES OF FEBRUARY 2, 2016**

**MEMBERS PRESENT:** B. Arietta (Chair), D. Bautista, J. Fox, R. Hedges, J. Londer, D. Lujan, P. Rosenblatt, S. Scruggs, L. Simonson, W. Warhurst, P. Young

**MEMBERS ABSENT:** O. O'Neill, L. Shaine, J. Ward

**STAFF PRESENT:** J. Averill, S. Bhatnagar, A. Chan, C. Cubba, J. Hurley, J. Slavitt

Chair Barbara Arietta called the meeting to order at 4:38 p.m. and John Fox led the Pledge of Allegiance.

**APPROVAL OF THE JANUARY 5, 2016 MEETING MINUTES**

Motion/Second: Rosenblatt/Bautista

Ayes: Bautista, Fox, Hedges, Londer, Rosenblatt, Scruggs, Warhurst, Young, Arietta

Absent: Lujan, O'Neill, Shaine, Simonson, Ward

**PUBLIC COMMENT**

None

Daina Lujan arrived at 4:41 p.m.

**ITEMS FOR REVIEW – FEBRUARY 4, 2016 TA BOARD MEETING**

**Pedestrian and Bicycle Call for Projects (CFP) Draft Funding Recommendations (TA Item 12a)**

Joel Slavitt, Manager, Programming and Monitoring, presented:

- Program Overview
  - 3 percent of Measure A program
  - Purpose is to fund specific projects to encourage and improve walking and bicycling conditions
  - The 2004 Transportation Expenditure Plan includes a list of bikeways and overcrossings, but other projects can be considered
- Process
  - Funding considerations made through a CFP
  - Project review committees assembled to evaluation applications
  - Projects reviewed based on a set of evaluation criteria
  - Funding recommendations anchored to the evaluation criteria
- Evaluation Criteria
  - Project readiness and need: 35 percent
  - Effectiveness: 35 percent
  - Policy consistency: 10 percent
  - Funding leverage: 10 percent
  - Sustainability: 10 percent

- Summary of Revisions
  - New 10 percent minimum match requirement
  - Projects with an unfunded phase/minimum operable segment over \$1 million:
    - Consider allocating Measure A funds conditioned on sponsor securing remaining funds within one year
    - Contingency list to be created in case sponsors are not successful in securing remaining funds within one year
- Project Proposals
  - 20 applications submitted from 13 sponsors
  - Over \$9.3 million requested, \$5.7 million available, a revised projected available amount from the \$4.6 million projected in November due to an increase in amount of funds due to an increase in actual revenues and funding that has become available from completed projects that are closed out with remaining balances
  - \$5.7 million of Measure A Pedestrian and Bicycle Program funds will leverage over \$6.4 million in other secured sources
  - 10 requests can be funded and one partially funded
    - Funded and recommended Measure A award
      1. San Mateo Drive Pedestrian and Bicycle Improvement Project - \$200,000
      2. Kennedy Safe Routes to School Project - \$500,000
      3. Highway 101 Undercrossing Project - \$500,000
      4. Middle Avenue Pedestrian and Bicycle Crossing - \$490,000
      5. Highway 101/Holly Street Pedestrian and Bicycle Overcrossing - \$1 million
      6. Enhanced Pedestrian and Bicycle Visibility Project - \$337,500
      7. Complete the Gap Trail - \$300,000
      8. Alameda de las Pulgas Bicycle and Pedestrian Improvements - \$275,000
      9. Belmont Pedestrian and Bicycle Improvements Project - \$882,036
      10. Sunshine Gardens Safety and Connectivity Improvements Project - \$504,000
    - Partially funded and recommended Measure A award
      - California Drive Bicycle Facilities Improvement Project - \$711,464
  - Contingency list generated
    - Should projects recommended for funding not be able to meet program requirements
    - Should additional funds become available from completed projects with remaining balances
  - If funding becomes available for contingency list projects, staff will request a separate programming and allocation action
  - Projects resulting in construction: \$4.91 million
  - Pre-construction activity: \$0.79 million
- Next Steps
  - February 2016: Information item to CAC and Board

- o March 2016: Board approves proposed program of projects and TA enters into funding agreements with project sponsors

Phillip Rosenblatt asked which project is in the second position on the contingency list. Mr. Slavitt said San Mateo County Montara Pedestrian and Bicycle Safety Improvement Project followed by the San Bruno Huntington Avenue/San Antonio Connection Improvements Project.

Mr. Rosenblatt said the one project on the Coastside is a county-sponsored project. He asked how a county-sponsored project is distinguishable from one sponsored by a city. Mr. Slavitt said they are treated the same way.

Mr. Rosenblatt said a significant amount of the Coastside is unincorporated. He asked if the amount of space that is unincorporated is taken into consideration in terms of how the applications are scored. Mr. Slavitt said the Measure A Strategic Plan calls for geographic equity to be taken into account, but it is not an individual scoring criteria. It is looked at over the course of a number of CFPs. The county was successful this CFP and submitted another project in an unincorporated area not on the Coastside. The TA did not receive any proposals from Pacifica or Half Moon Bay. Staff plans to be more proactive and do more outreach in the future. Staff has gone to the City/County Association of Governments Technical Advisory Committee, which is composed of public works directors and planners in the county, held a public workshop, which had representatives from almost every jurisdiction in the county.

Joe Hurley, Director, TA Program, said the CAC can and should play a role in the outreach by reaching out to the groups the CAC members represent.

Mr. Rosenblatt asked who instigates a project for funding consideration for county-sponsored projects. Mr. Slavitt said members of the public can speak to sponsors and staff.

Shaunda Scruggs asked for a clarification of what represents the percentage of secured match. Mr. Slavitt said it is what sponsors say they have from other funds and is a percentage of the total cost.

Ms. Scruggs asked if staff keeps historical figures from jurisdictions that do not generally score well. Mr. Slavitt said staff tracks it by region but not by jurisdiction.

Ms. Scruggs said San Bruno did not do well and asked if more education is needed about how to submit a stronger proposal. Mr. Slavitt said at the workshop sponsors were encouraged to come to staff and bounce around ideas and get guidance. Often staff offers assistance, but some sponsors don't take it.

Ms. Scruggs said if a city lacks the capacity they will never do well and will never be eligible for improvements. They might need more help to do better. Mr. Slavitt said staff has and will continue to offer guidance to project sponsors.

Diana Bautista asked if cities ever talk to each other to have continuity with the Pedestrian and Bicycle Program. Mr. Slavitt said in the County-wide Comprehensive Bicycle and Pedestrian Plan there are a number of projects of regional significance that are part of the policy consistency. Staff does know individual projects as well as cities so it is hard for staff to suggest projects to cities to pursue.

Mr. Fox said effectiveness is 35 percent and asked what is being assessed. Mr. Slavitt said one is a recommendation that came from the CAC, which is bang for the buck. Also looked at is whether the project closes a gap in the regional network, if it serves a low-income transit-dependent population, if it provides connectivity to pedestrian and bicycle systems, and if it enhances connectivity to schools, transit stations and other activity centers.

William Warhurst asked why the Woodside Road/Alameda de las Pulgas Bicycle and Pedestrian Project ranked high. That project involves restriping roads on one side. It is above average in terms of safety right now, and there are greater needs in other locations. Mr. Slavitt said in one direction they are reducing the number of lanes from two through lanes to one, and any time the roadway is narrowed it has a calming effect on traffic. Students travel that way. There is a potential conflict at the intersection.

Mo Sharma, Interim Town Engineer, Town of Woodside, said the project improves bike lanes in both directions. The northbound direction is within Redwood City. The project will create a three-foot-wide buffer between the vehicle lane and bike lane. It improves traffic safety at Woodside Road and Alameda de las Pulgas. Pedestrians will not have obstructions. At Fernside Street, the bus stop is not accessible for people with disabilities because there are no ramps on the curb. There is one lane northbound and two southbound, but a traffic analysis shows that one lane southbound will be adequate. This will allow for six-foot-wide bike lanes.

Mr. Warhurst asked if parking will be added to the town of Woodside side of the road. Mr. Sharma said no.

Mr. Warhurst said the level of match is low compared to other sponsors. Mr. Sharma said the match is 13 percent.

Mr. Warhurst said he heard as part of a settlement of a lawsuit Redwood City is required to go forward with construction of the Highway 101 Undercrossing Project whether the TA gives them money or not. He asked if this is supplanting other funds. Mr. Slavitt said there is quite a high match and a good portion is from developer fees. He is not aware of that requirement in the lawsuit. If there is an issue where they have funds in place, they are not supposed to ask for funds. Mr. Slavitt said all sponsors sign a non-supplantation clause. He said he will go back to the sponsor to verify the case.

Mr. Warhurst said the project description was not clear because the present condition requires people to crouch to go under the area and there is potential for flooding. Mr. Slavitt said grading work will need to be done to provide sufficient vertical clearance. It is possible the trail will need to be closed if there is flooding.

Mr. Warhurst asked why it got such a high score. Mr. Slavitt said it did well in match and readiness.

Jeff Londer said there are three projects on the contingency list. He asked if the first project would get the entire amount of the funding before any money went to the second project. Mr. Slavitt said yes.

#### Public Comment

Steve Schmidt, Menlo Park, said Ravenswood Avenue will probably be grade separated from Caltrain tracks. The increase in the height of the tracks will probably affect the site of the pedestrian undercrossing at Middle Avenue in Menlo Park. The cost of the undercrossing will diminish if the tracks are raised. He said that should be considered in terms of actual readiness of this project. Until the agency knows how high the tracks are going to be, he doesn't think the project should be fast tracked or high on the list for funding. Once the decision is made about Caltrain, then the project should proceed.

Mr. Fox said he is a former bicycle commissioner from Menlo Park and said that location has been studied and voted on many times. The current proposal from Menlo Park is a study that includes looking at different elevations and profiles. No one is fast tracking a construction project, but the need for this connectivity at that location has been voted on multiple times.

Mr. Rosenblatt asked he can how obtain more details on the proposed Coastside project.

Laurie Simonson arrived at 5:27 p.m.

#### **Program Report: Highway Program – US 101/Willow Road Interchange (TA Item 12b)**

Mr. Hurley presented:

- Purpose
  - Address the operational deficiencies of the interchange by eliminating traffic weaves and provide adequate storage on the off-ramps
- Need
  - The short weaving segments between loop ramps along Highway 101 and on Willow Road over cross reduce speed, cause backups, and create upstream queuing on Highway 101 and Willow Road
  - Improved access and safety are needed through the interchange for bicyclists and pedestrians
- Scope of Work
  - Reconstruct the overcrossing to provide eight lanes, sidewalks, and bike paths
  - Realign and widen the diagonal off-ramps to provide additional storage, high-occupancy vehicle bypass lanes, and construct signalized intersections at the realigned diagonal off-ramp terminals
  - Close the existing loop off-ramps

- Realign and widen the southbound loop on-ramp to provide two mixed flow lanes
- Install or modify existing ramp metering system
- Modify and realign frontage roads adjacent to the overcrossing
- Project Benefits
  - Improving overall operation and safety of the interchange by elimination of the weaving movements, which mitigates the bottleneck that occurs on Highway 101 and Willow Road
  - Travel time on Highway 101 and Willow Road will be reduced
  - Widening the overcrossing, adding signals and eliminating the weaving will improve throughput by controlling and metering traffic
  - The wider overcrossing and realignment of the ramps accommodate protected sidewalks and bike paths
  - Local and regional traffic is improved
  - The critical link between the Highway 101 Corridor and the Dumbarton Bridge is improved
  - New overcrossing built to current seismic and design standards replaces a 60-year-old structure
- Project Cost
  - Environmental phase: \$3.5 million
  - Design phase: \$5 million
  - Right of way and utility: \$3.2 million
  - Construction management: \$8 million or \$10.4 million
    - State policy requires that the California State Department of Transportation (Caltrans) recover full cost of services provided to others that use non-State funding
    - Senate Bill 45 requires that indirect cost be included as part of the project cost
    - Adds 30 percent or \$2.4 million to the construction management cost when using non-State funding
  - Construction capital: \$56.4 million
  - Total: \$76.1 million or \$78.5 million
- Project Funding Sources
  - State: \$11.7 million (environmental, design, and right of way)
  - Measure A: \$56.4 million (construction capital)
  - To be determined: \$8 million or \$10.4 million (construction management)
- Project Schedule
  - 2012-2013: Environmental
  - December 2013: Environmental clearance
  - 2014-2016: Design and right of way acquisition
  - April 2016: Ready to list
  - 2016-0218: Construction
- Next Step
  - Address funding gap of \$8 million or \$10.4 million
    - Option 1: Advance the Statewide Transportation Improvement Program (STIP) funding – California Transportation Commission (CTC) indicates it would be unlikely to be able to do this

- Option 2: Enter into a STIP loan agreement – payback would be several years out
- Option 3: Secure other funding sources – difficult to secure before construction contract
- Option 4: Allocate additional Measure A funding

Ms. Scruggs asked when completion date would be. Mr. Hurley said late 2018.

Ms. Bautista asked if a lane would be lost during construction. Mr. Hurley said there may be night closures or narrowing the lanes, but crews normally try to maintain all lanes of traffic through construction.

Chair Arietta asked what the timeframe is that the quarter million commuters use the interchange. Mr. Hurley said 60 percent is during peak periods, but that estimate is for the entire day.

Chair Arietta asked how the interchange ranks in terms of danger. Mr. Hurley said the accident rate is 6 percent higher than average for this type of facility.

Ms. Lujan said the group trying to move the project forward is very active in trying to seek additional sources of funding. This presentation was presented to the Bicycle and Pedestrian Advisory Committee about a year ago. She asked if a loan was obtained through Measure A for this project and then the group was able to secure additional funding from a different source if the loan would just be repaid sooner. Mr. Hurley said staff would be open to it, but would need to be careful about what funding can be used for and how the TA spends it.

Rich Hedges asked if STIP money is guaranteed in the future. Mr. Hurley said the mechanism for the loan is Assembly Bill 3090 agreement and has the highest priority for reimbursement. Staff does not know when that would be paid back.

**Authorize Amendment of Fiscal Year 2016 Budget by \$2.4 Million for a New Total of \$71,937,182 (TA Item 11a)**

Motion/Second: Lujan/Bautista

Ayes: Bautista, Fox, Hedges, Londer, Lujan, Rosenblatt, Scruggs, Simonson, Warhurst, Young, Arietta

Absent: O'Neill, Shaine, Ward

**Authorize Allocation of \$26,382,300 in Original Measure A Funds to the San Mateo County Transit District for the Peninsula Corridor Electrification Project (PCEP) (TA Item 11b)**

Motion/Second: Lujan/Bautista

Ayes: Bautista, Fox, Hedges, Londer, Lujan, Rosenblatt, Scruggs, Simonson, Warhurst, Young, Arietta

Absent: O'Neill, Shaine, Ward

**Acceptance of Statement of Revenues and Expenditures for December 2015  
(TA Item 5b)**

Mr. Rosenblatt asked why total revenue is less than expected. Carl Cubba, Interim Treasury Manager, said December is historically a downturn month. Sales tax fluctuates by the dates of holidays, which impacts the Bay Area from transportation to sales. The TA saw that this December compared to the previous December.

Motion/Second: Lujan/Bautista

Ayes: Bautista, Fox, Hedges, Londer, Lujan, Rosenblatt, Scruggs, Simonson, Warhurst,  
Young, Arietta

Absent: O'Neill, Shaine, Ward

**Acceptance of the Comprehensive Annual Financial Report for the Fiscal Year Ending  
June 30, 2015 (TA Item 11d)**

Motion/Second: Lujan/Bautista

Ayes: Bautista, Fox, Hedges, Londer, Lujan, Rosenblatt, Scruggs, Simonson, Young,  
Arietta

Absent: O'Neill, Shaine, Ward

Abstain: Warhurst

Ms. Bautista left 5:53 p.m.

**Authorize Acceptance of Quarterly Investment Report and Fixed Income Market Review  
and Outlook for the Quarter Ended December 31, 2015 (TA Item 11c)**

Motion/Second: Lujan/Rosenblatt

Ayes: Fox, Hedges, Londer, Lujan, Rosenblatt, Scruggs, Simonson, Warhurst, Young,  
Arietta

Absent: Bautista, O'Neill, Shaine, Ward

**Approval of the 2016 Legislative Program (TA Item 12c)**

Motion/Second: Lujan/Rosenblatt

Ayes: Fox, Hedges, Londer, Lujan, Rosenblatt, Scruggs, Simonson, Warhurst, Young,  
Arietta

Absent: Bautista, O'Neill, Shaine, Ward

**Update on State and Federal Legislative Program (TA Item 12d)**

Shweta Bhatnagar, Government Affairs Officer, provided the following update:

State

The governor's budget proposed \$1.7 billion in 2016-2017 on local streets and roads, transit, investments in train corridors and highway repairs and maintenance. The governor proposes to spend \$3.6 billion in subsequent years. Funding sources include stabilizing the tax on gasoline and increasing the diesel excise tax, implementing a new road improvement charge, and using additional cap and trade funds as well as streamlining Caltrans to remove inefficiencies and reduce costs.

Assembly member Jim Frazier also introduced a transportation spending bill and the proposal creates a new funding package totaling almost \$7 billion in new

transportation investments on highways, local streets and roads, goods movement, and transit. This bill calls for increasing the excise tax on gasoline for highway maintenance and increasing the diesel fuel tax with funds going directly to the Trade Corridor Improvement Fund. He also wants to increase vehicle registration fees by \$38 annually for road maintenance and an increase of \$200 million in the Transit and Intercity Rail Cap and Trade Program. He also proposes to increase the zero-emission vehicle fee and restoring truck weight fees.

Ms. Bautista returned at 5:56 p.m.

Due to plummeting gasoline tax revenues and the requirement for the annual gas tax swap adjustments, the CTC announced plans to cut funding for roads and transit projects by \$754 million over the next five years. The priced-based excise tax on gasoline is currently the only source of revenue for the STIP, and new projects would cut the revenue flowing to the program in half down approximately \$150 million annually. As a result no new projects will be considered under the STIP program and program projects could be delayed or deleted. San Mateo County could take a hit of \$60 million putting into jeopardy some of the programs that the TA has a vested interest in. Staff is working with the Legislature to find a remedy.

#### Federal

The President will release his budget on February 9 and staff will be looking for the PCEP to be mentioned for potential funding through the Federal Transportation Administration Core Capacity Program.

The recently passed 2016 omnibus appropriations legislation includes \$500 million for the eighth round of TIGER grant funding. Staff is evaluating projects to see if there are any appropriate to put forth for this funding.

Ms. Simonson asked if there are no weight fees or if the fee money is just being diverted. Ms. Bhatnagar said the money is being diverted to the General Fund.

Ms. Simonson asked who administers STIP money. Ms. Bhatnagar said the CTC.

Ms. Simonson asked who administers the TIGER program. April Chan, Chief Officer, Planning, Grants, and the TA, said it is a Federal grant program administered by the Department of Transportation out of Washington D.C.

Chair Arietta asked how many TA projects have been given TIGER grant funding. Ms. Bhatnagar said none so far.

Paul Young said if tax on gas sold was inverse to the price of gas it would generate a lot of revenue.

Mr. Fox left at 6:05 p.m.

#### **Approval of Minutes of January 7, 2016 (TA Item 5a)**

No discussion.

**REPORT OF THE CHAIR – BARBARA ARIETTA**

See attachment for Chair Arietta's complete report.

**REPORT FROM STAFF – JOE HURLEY**

Mr. Hurley reported:

- The San Mateo County Transit District entered into an agreement with Facebook to complete the Dumbarton Transportation Corridor Study. The plan will study various mobility improvements not only on the rail but on the roadway. Facebook also provided a grant to complete the environmental review and use of the West Bay portion of the Dumbarton Rail for a pedestrian and bike trail.
- The Local Shuttle Program CFP has \$10 million available and applications due on February 12.

**MEMBER COMMENTS/REQUESTS**

Mr. Warhurst said the Bike Share Project in Redwood City moved into a residential area. This will be a helpful step and a good idea to get more use out of Bike Share.

**DATE, TIME AND PLACE OF NEXT MEETING**

Tuesday, March 1, 2016 at 4:30 p.m. at 1250 San Carlos Avenue, Bacciocco Auditorium, 2<sup>nd</sup> Floor, San Carlos, CA 94070

Adjourned at 6:20 p.m.

## **Averill, Joshua**

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**From:** Barbara Arietta <barietta@hotmail.com>  
**Sent:** Friday, February 12, 2016 11:10 AM  
**To:** Averill, Joshua  
**Subject:** \*\*\* CAC Chair's Report - 2/2/2016\*\*\*

### **LONG TERM CAC MEMBER RANDY HEES DEPARTS CAC**

It is with a very heavy heart that I report that Randy Hees, longterm TA/CAC member, has left us for "greener pastures" in another state. Randy has been a highly productive member of the TA/CAC for the past 22 years and has shown himself to be one of the most knowledgeable members that the CAC has ever had.

The institutional knowledge that Randy possesses about not only the San Mateo County Transportation Authority, but also about the entire San Mateo County Transit District has been truly amazing.

His new job appointment was sudden, but according to Randy "welcome". Randy will be the Director of the Nevada State Railroad Museum in Boulder City, Nevada, which is near both Henderson and Las Vegas, Nevada.

Randy was formally the Manager of Ardenwood Farm and the Patterson House Museum in Fremont, CA. before taking an early retirement last year.

He has always been an aficionado of trains and their history. This new site for him will be more of a tourist railroad than a traditional museum, and according to Randy even though the largest Railroad Museum is in Carson City the Boulder City Museum enjoys the largest attendance and the largest growth of any of the Nevada State Railroad Museums, of which there are three (3).

He'll be overseeing a collection of three (3) steam locomotives and several significant passenger cars, as well a staff of nearly 300, including both paid and volunteer workers.

Randy had the following parting words and asked that I share them with the CAC:

"Our work is based on multiple planning documents: The County Transportation Plan, Our Strategic Plan, Caltrain Plans, and County Development Plans. In total, it's a complicated puzzle. Don't forget Dumbarton...Trust staff...They are our support and information source...and deserve our support...This doesn't mean you don't get to question their reports...Do...but, understand that they are honest and hard working and working towards the same goals that we are...And our questions help them prepare for the board meetings...

We are an oversight committee for a funding agency...as such our role is the auditor for programs, spending and funding. This is not as obvious as the roles for committees for Samtrans and Caltrain, which audit the service provided by their parent agencies...but, it gives us a bigger stage...a wider purview...use it wisely.

Again, don't forget, or lose Dumbarton."

Randy Hees is yet another one of our extremely knowledgeable CAC "Senior Statesmen" who have become part of the "brain drain" in the CAC these past few years as they have moved on to other adventures. Like

those "Senior Statesmen" before him, he shall be succeeded, but never truly be replaced...

Respectfully submitted,

BARBARA ARIETTA  
Chair, San Mateo County Transportation Authority, CAC